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# Changes in the Work Force

As the Corps' missions are changing, so are its staffing needs:

- We will need to broaden and deepen our expertise in a number of specialties so we can respond rapidly to changes in mission and workload.
- We will need fewer employees. Some of this staff reduction will occur by attrition, hiring freezes, retirement, and unfilled vacancies. The Corps will do everything it can to keep you on the team.

## WHAT TO EXPECT

In many cases jobs will not change. A few jobs will be merged or consolidated with others, and you may be given different responsibilities. Some jobs will be transferred, and you may be asked to move with your job to a new location. And yes, some jobs will be eliminated.

## Alternatives to RIF

You may think a reduction in force (RIF) is the way employees are placed in jobs during a reorganization. However, it is not the only way. We plan to use RIF procedures only when required. Instead, our goal is to increase your choices and your manager's flexibility.

This means—

- Letting you say what jobs you'd like and reassigning you to one of them—where you are or somewhere else in the Corps—using the outplacement program (page 9).

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- Paying your moving expenses, including the guaranteed home sales provision of the relocation services program—regardless of your grade (page 14).
  - Helping you find a job in other federal agencies or outside the government, if you cannot leave your current location and we cannot find you another job where you are (pages 19 through 35).
  - Assisting you prepare your SF 171, write a resumé, and use the automated job bank where available (page 42).

### **Transfers and RIF**

Some missions and jobs will be moved and will meet the criteria for a transfer of function. In this case, your assignment at the new location will be determined by RIF regulations (page 44).

### **Early Retirement**

Sometimes being separated through a RIF provides other benefits, for instance early retirement with a lump sum annuity. The lump sum—getting back the amount you paid into the retirement fund—is a popular benefit not normally available to federal employees. This benefit is currently available through 1995 (page 60).

